



CITY OF ALBUQUERQUE
OLD TOWN PORTAL MARKET ADVISORY BOARD
January 11, 2017 - Minutes

Board Members: Denise Pepin, Lisa Carrillo, Betty Panos
Citizens: Marylin Moquino, Ramona Tafoya
City Representative: James S. de Champlon

Denise Pepin established that there was a quorum and called the meeting to order at 5:08 p.m.

Lisa Carrillo motioned to approve the Agenda; the motion was seconded and approved unanimously.

Lisa Carrillo motioned to approve the Minutes from the September 21, 2016 meeting, the motion was seconded and approved unanimously.

Sharing credit card processing equipment between craft units: There was a general agreement among the board and the artisan/vendors present that:

Sharing credit card equipment between craft units is permitted but that the craft unit that is making the sale must process the sale without assistance.

New Business: Concern was expressed by some of the artisan/vendors about a pair of events that are being planned by one of the merchants in Old Town. At this point in time the merchant is following the permit process and so it was suggested that any objections to these events might be brought by the artisan vendors directly to the Mayor's office, City Council, and the Zoning office.

Old Business: The subject of radios was revisited and the general consensus was that the rules regarding radios should be enforced by increasing levels of discipline and that then the practice of playing radios at "unreasonably loud" volumes might be discouraged. Unreasonably loud for our purposes is any volume that a fellow artisan/vendor or Portal Market Manager might find disturbing.

1. Keep the volume of the radio down to a level appropriate for just that person and their vending space, and not at a volume to "share" with the rest of the Portal.
2. If any other artisan/vendor or the Portal Market Manager on duty is disturbed by the volume of your radio and asks you to turn it down then you will do so without condition, delay, or attitude, or face the possibility of increasing levels of disciplinary action.

Portal Managers Report: On January 6th City Hall was put on a 2 hour delay for weather, and then by 9 a.m. City Hall was closed for the day. Though this is rare for Albuquerque the Portal Manager wanted to have a policy in place so that everyone involved with the program would have a clear understanding of how to respond to cases of extreme weather.

A. For Lottery, if the city is on 2 hour delay (which will be posted on the front page of the City's web site) then the Lottery will be canceled for that day and a double lottery will be scheduled for the following week.

B For Reassignment, artisan/vendors with spaces may take their space by 9:30 a.m., any artisan/vendors on the waiting list may take a space by regular reassignment rules at 9:30 a.m.. The Portal Manager on duty will come at 1 p.m. to collect space fees and do a reassignment for any remaining spaces. Artisan/vendors that missed their space at 9:30 a.m. may request to be placed at the bottom of the reassignment list prior to the 1 p.m. reassignment. If the City closes for the day there will be no collection of space fees for the day.

Meeting was adjourned at 6:55 p.m.